**June 15, 2023**

In Attendance at the 9:00 a.m. Meeting

**Supervisors Attending** in person: Charles Lipscomb, Chairman; Jeremy Grant, Vice-Chairman, Don Stephens, Treasurer; Joe Casto, Mary King

**Others Attending:**  Hallie Roach, AS; Kim Fisher, WVCA; Jackie Byars, DC; Dennis Brumfield, CPA

Call to Order:

Chairman Lipscomb called the meeting to order at 9:06 a.m. at the district office in Point Pleasant WV.

Adopt Agenda / Approve Minutes

**Stephens moved to adopt the agenda as presented, second by Grant. Motion Passed.**

**On a Casto/Grant motion the May minutes were approved as presented. Motion Passed.**

Financial Reports

**General Fund and CDO Funds** for May 2023 were reviewed by supervisors as presented. Dennis Brumfield reviewed the report with supervisors reading balances, income, and expenses for both General and Grant funds. The report will be filed for audit.

**Financial Transactions Report:** **On a** **Stephens/Casto** **motion the Financial Reports were accepted and will be filed for audit with the May transactions approved. Motion Passed.**

**Co-Administered Fund Report:** Supervisors were provided with a draft copy of the funds cash balance report from WVCA District Fiscal Operations. Fund balances were reviewed.

The board accepted the draft report to be filed for audit.

**Treasurer’s Report:** Don Stephens provided a report for supervisors to review. **On a Grant/Casto motion payroll was approved for $1,428.13 as presented. Motion Passed.**

**Stephens moved to amend the motion to approve the Treasurer’s report by adding Mary King under travel $160.48 and Mary King under per diem $160.00 with a total of $1,748.61, seconded by Casto. Motion Passed.**

Programs

O&M Watershed Dams

Jacob Lavender, Watershed Manager provided a written report.

**Casto/Grant moved to approve Southern Conservation District invoices. Motion Passed**

**Invoice#5605 – Spraying Mill Creek #4 $1,650.00**

**Invoice#5606– Spraying Mill Creek #5 $1,650.00**

**Casto/Stephens moved to approve the Memorandum of Understanding. Motion Passed.**

**Casto/Stephens moved to approve the following LOR’s. Motion Passed.**

**LOR# 14048 FY24 O&M Mill Creek - $32,700.00**

**LOR# 14049 FY24 O&M Pocatalico 28 - $5,450.00**

Partnership Reports

WVCA Written Report - Kim Fisher, Area Director

Kim Fisher went over her written report to the board members.

Jackie Byars, DC, NRCS

Jackie Byars provided updates with NRCS.

Heather Duncan, WVACD Executive Director

Heather Duncan provided a written report to the board members.

CO-ADMINISTERED COST SHARE PROGRAMS

1. Agriculture Enhancement Program (AgEP)

Anthony Winters provided a report on AgEP FY23.

**Casto/Grant moved to approve the following AgEP Payments. Motion Passed**

Exclusion Fence

Rosella Call - $1,762.00

Stephen Williams - $4,000.00

Lime

Jason Meadows - $1,764.00

Harold Mynes - $861.00

Kyle McCausland - $1,012.20

Pasture Division Fence

Jason Meadows - $2,236.00

Connie Wright - $1,218.00

Max McCoy - $1,530.00

Water System

Rosella Call - $971.00

George “Benny” Hoffman - $3,289.00

Thomas Kirk - $1,695.00

Connie Wright - $1,362.00

Max McCoy - $2,200.00

Kathy Casto - $4,000.00

Robert Thomas - $2,130.00

Bernard Foster - $2,785.00

Roger Haynes - $2,863.50

**Stephens/Casto moved to approve the listed AgEP cancellations. Motion Passed.**

AgEP Cancellations

Jason Ferrari (Exclusion Fence)

Larry Hudson (Exclusion Fence)

Dave Wood (Lime)

Frank Beckner (Lime & Division Fence)

Neil Bumgarner (Water System)

Roy Durst (Water System)

John Hill (Water System)

Stacy Call (Division Fence)

Jim Reese (Pollinator)

OLD BUSINESS

Chairman Lipscomb told the board that the Lime Spreader is in Morgantown and will be making arrangement on getting it delivered.

**Stephens/Casto moved to approve the proposed 5-year Long Range Plan. Motion Passed.**

New Business

**Grant/Casto moved to approve $50.00 for an Ad in the Mason County Fair Catalog. Motion Passed.**

**Casto/Grant moved to rent the WV Soil Tunnel Trailer on 5/16/2024 and 5/17/2024 for the Mason County Youth Expo, the cost is $490.00. Motion Passed.**

**Grant/Casto moved to purchase WV DEP box lunches from Subway on June 21, 2023, at the Robert C. Byrd Locks and Dam. Motion Passed.**

Chairman Lipscomb had a discussion with the board about Per Diem and Travel Policy that will be discussed at the Quarterly meeting.

**Stephens/King moved to appoint Mike Wolpert as Supervisor to complete Jim Withrow’s expired term pending his signed application. Motion Passed. Application will be forwarded to the State committee for final approval.**

**Stephens nominated Mary King to be Secretary; no other nominations were received. Mary King was appointed as Secretary. No other nominations received, Don Stephens moved to close the nominations and elect Mary King by acclamation, Joe Casto seconded the motion. Motion Passed.**

**Grant/Casto moved to have Coffee Grinder to keep providing snacks at the board meeting. Motion Passed.**

The board reviewed the photos that was sent in for the photo contest and determined a winner to be taken to the State Quarterly Meeting.

Supervisor Reports

Mary and Jackie have gone to Putnam County Schools to try to get a Youth event started like the Youth Expo in Mason County.

A discussion was made about the Pasture Walk at Don Hussell’s Farm.

The meeting was adjourned at 11:50 P.M.

Minutes recorded by: Approved by:

Hallie Roach

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Mary King, Secretary